Prepare and Distribute Discharge Certificates Process: Preparation of documents for Soldier's whose Off-Page Shared Decision Predefined Process service is characterized as honorable or under honorable conditions Process Connector (Pg. 1 of 1) Note: The numbers on this process map are for reference purposes only and do not denote the sequence of the process State/Signature Authority Sign and forward documentation BN/BDE/Human Resources (HR) Professional 2 Go to SIDPERS 3 6 Go to Processing Prepare applicable Transactions Start End Obtain appropriate Scan discharge certificate Send discharge Documents in from PERMS Receipt of discharge discharge certificate iPERMS Process signature and NGB or separation order (MILPO Orders) certificate **Batches Process** (Steps 3-20) Form 22 (Complete Map) (iPERMS and SIDPERS)